

POLICY AND PLANNING STAFF

<u>Title of Report</u>	<u>Annual Cost</u>	<u>Savings</u>	
		<u>Man Hours</u>	<u>Dollars</u>
Request for Late and Missing Bank Statements and Related Checks and Documents	\$ 89.48		
PPS Staff Members Bimonthly Activity Report	3,113.68		
Semi-Annual Report of Accomplish- ments in the Use and Management of ADP	108.18		
✓ ADP Management Information System Report (ADP MIS Transcript Sheet Formats F-K, Aug 1967) (Feeder Report)	29.74		
Report of Investigation of Request for Waiver of Claim for Over- payment of Pay	35,505.54		
Briefings for the Deputy Director for Support	208.12		
CIARDS Projection of Activity and Budget Estimates	764.96		
Actuarial Study of CIARDS	224.64		
Annual Report - CIA Travel Policy Committee (accomplishments and problems)	168.59		
Reconciliation of Bank Statements with General Ledger Accounts (Form No. 2316)	6,044.40		
Statement as to Status of Cashier Account (Form No. 2321)	222.12		
Report of Inventory of Cash and Commodity Assets in the Custody of the Division	2,379.76		
TOTALS	\$48,859.21		